

**Degrees and Certificates Agenda
November 13th, 2013
Downtown Center Rose Room
2pm to 4pm**

Old Business:

Review June 5th, 2013 minutes
Review October 9th, 2013 minutes

Discussion Items:

EAC Report: Susanne Christopher

DOI Report: Cheryl Scott

Curriculum Office Report: Anne Haberkern

CIC Report: Janeen Hull, Phil Christian

Collecting Assessment Data: Susanne Christopher

Math Competency Requirement

Peace and Conflict Focus Award: Michael Sonleitner

New Business:

3:15 Revision: Dietary Manager: Kate Kimmich

Course title change, course credit increase, certificate credit increase, outcomes.

3:25 NEW: Welding: Flux Cored Arc Welding (FCAW) Certificate: Scott Judy

NEW: Welding: Gas Metal Arc Welding (GMAW) Certificate: Scott Judy

NEW: Welding: Gas Tungsten Arc Welding (GTAW) Certificate: Scott Judy

NEW: Shielded Metal Arc Welding (SMAW) Certificate: Scott Judy

NEW: Pipe Welding (GTAW/SMAW) Certificate: Scott Judy

3:40 Revision: Multimedia AAS: Beth Fitzgerald

Removing one course, increasing elective credits.

Revision: Multimedia One-Year Certificate: Beth Fitzgerald

Revision: Multimedia: Video Production Certificate: Beth Fitzgerald

Removing one course, increase elective credits, adding one course to electives list.

3:50 Revision: Ophthalmic Medical Technology: Joanne Harris

Adding one course, removing one course, prerequisites, course credit increases, term change, credit total increase.

Consent Agenda:

Geography: Adding GEO 242 to GIS Certificate Electives

Building Construction Technology: Adding BCT 202D to BCT Degree Electives

Landscape Technology: Adding LAT 211 to LAT AAS Degree Electives

Computer Information Systems: Adding CIS 133C, 233C, and 234C to CIS Programming Electives

Degree and Certificate committee meeting discussions and observations October 2013

Questions about how SAC assesses outcomes

It seems that CTE programs align their outcomes with technical skills assessment (TSA)

Their ability to respond to discussions around assessments is dependent upon if the faculty in attendance actually teaches the course. It is possible that a SAC chair representing the submission at the meeting does not actually teach courses in the degrees and/or certificates.

The CTE department chairs commonly use course substitutions as necessary to accommodate student's who meet outcomes

Assessment example, use a project management course at the end of the program in lieu of a capstone class.

Other questions to ask faculty at the meeting.

Ask faculty is it reasonable to expect outcomes of all AASs to align with all 6 college core outcomes?

Should we continue our general education practice to allow student freedom to choose at least 2 general education courses or should degrees prescribe specific general education courses to help meet core outcomes?

AAS College Math Competency Requirement

The primary intent of a math competency requirement is to ensure that students who graduate with AAS Degrees have met the math standards for their professional area. PCC's current math competency requirement for AAS degrees requires completion of Math 65. While appropriate for many of the AAS degrees, Math 65 may not accurately demonstrate the math competency required for all career-technical fields.

The current AAS math competency requirement should be expanded to include additional options for demonstrating AAS math competency appropriate to the professional requirements of the career-technical discipline in question. These options could include the following:

- Math 65 or higher Math course
- A career-technical discipline-specific, standalone Math course designed in coordination with the Math SAC (ie Mth 85)
- A career-technical course with a primary focus on math; possible example BCT 104 or LAT236
- Discipline-specific Math instruction embedded in required AAS degree coursework; following an embedded related instruction model

With several options to demonstrate AAS math competency, CTE programs would select the option that is best for their program, bring their selection and rationale through EAC Degrees and Certificate committee for recommended approval.

Initial List of Current Math Requirements for AAS degrees:

Include Math 65 as an Explicit Requirement or Embedded Pre-requisite for Degree Coursework:

- Architectural Design & Drafting
- Dental Lab Tech
- EMT – Paramedic
- Graphic Design
- Ophthalmic Med Tech
- Vet Tech
- Fit Tech

*Requiring Completion** of:*

Math 70

- Interior Design

* Either as explicit requirement, explicit pre-requisite, or embedded pre-requisite

Math 95

- Bioscience Technology
- Civil Engineering Tech
- Fire Protection Tech
- Green Technology and Sustainability
- Mechanical Engineering Tech
- Mechanical Engineering Tech: Green Tech & Sustainability
- Medical Laboratory Tech
- Nursing

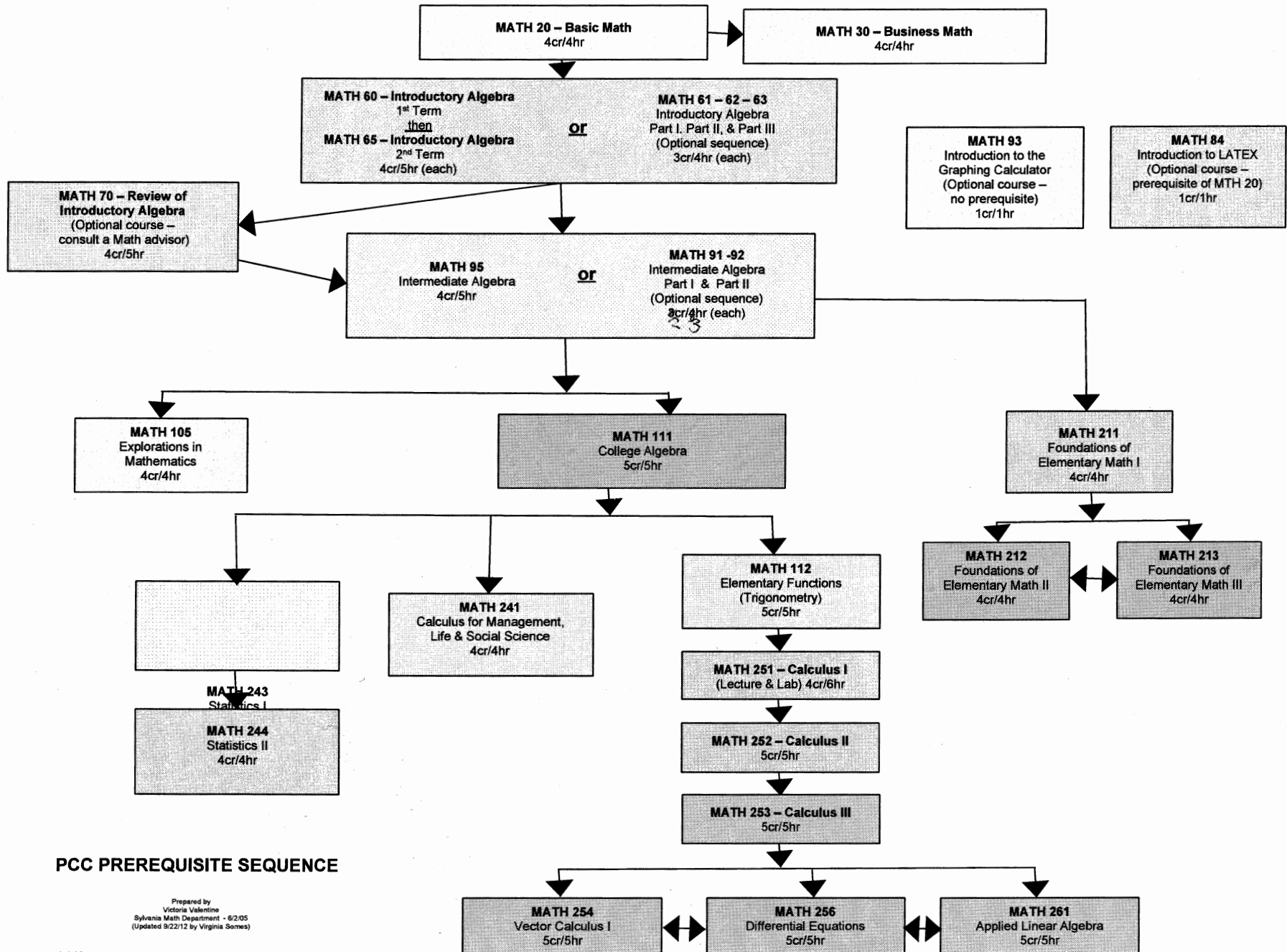
Math 105

- Multimedia

Math 111

- Automated Manufacturing Tech
- Biomedical Engineering Tech
- Electronic Engineering Tech
- Mechatronics/Robotics
- Renewable Energy Systems
- Wireless & Data Communications Tech
- Microelectronics Tech
- Solar Voltaic Manufacturing Tech
- Radiography

Portland Community College SEQUENCE OF MATH COURSES



PCC PREREQUISITE SEQUENCE

Prepared by
Victoria Valentine
Sylvania Math Department - 6/2/05
(Updated 9/22/12 by Virginia Gomes)

Peace and Conflict Studies (PACS)

PACS I FOCUS AWARD REQUIREMENTS

1. A minimum of 18 credit hours, including PS/SOC 211
2. At least one course from each of the three PACS course categories, with no more than two of these courses coming from any one subject area discipline.

PACS II FOCUS AWARD REQUIREMENTS

1. A minimum of 30 credit hours, including PS/SOC 211 and one additional core PACS course (PS/SOC/EC 221 or PS/SOC 280B or PS/SOC 280C)
2. At least two courses from each of the three PACS course categories, with no more than three courses coming from any one subject area discipline

Integrative/Core “Peace and Conflict” Courses: (* indicates a “core” course)

- | | |
|------------------|---|
| * PS/SOC 211 | “Peace and Conflict” |
| * PS/SOC/EC 221 | “Globalization & International Relations” |
| * PS/SOC 280B | “Community Service & Action Seminar” (2 credits) |
| * PS or SOC 280A | “Cooperative Education” (1 or more credits) |
| * PS 280C | “CE: Peace & Conflict Internship” (1 or more credits) |

All courses are college transferable and are four credit hours *unless otherwise noted*.

PACS Course Category A (Interpersonal Level): Conflict Transformation, Interpersonal Skills, & Communications

ATH 103	“Introduction to Cultural Anthropology”
BA 208	“Introduction to Nonprofits and Philanthropy”
BA 285	“Human Relations-Organizations” (3 credits)
COMM 100	“Introduction to Speech Communication”
COMM 105	“Listening”
COMM 140	“Introduction to Intercultural Communication”
COMM 214	“Interpersonal Communication: Process & Theory”
COMM 237	“Gender and Communication”
ESR 140	“Overview of Environmental Sustainability”
GEO 105	“Introduction to Human Geography”
HUM 203	“Humanities & Technology: Future Directions”
HUM 221	“Leadership Development”
J 102	“Introduction to Information Gathering”
J 201	“Mass Media and Society”
PHL 197	“Electronic Media and the Presentation of Reality”
PHL 202	“Ethics”
PS 104	“Citizenship & Engagement: Problems in U.S. Politics”
PS 225	“Political Ideologies: Idea Systems”
PSY 101	“Psychology and Human Relations”
PSY 216	“Social Psychology”
PSY 240	“Personal Awareness and Growth”
SOC 204	“Sociology in Everyday Life”
WS 101	“Introduction to Women's Studies”

PACS Course Category B (Societal Level): Diversity and Social Inequality

* PS/SOC 211	"Peace and Conflict"
* PS/SOC 280B	"Community Service & Action Seminar"
* PS or SOC 280A	"Cooperative Education"
* PS 280C	"C.E.: Peace and Conflict Internship"
ATH 207	"Cultural Anthropology: Culture Concepts"
ATH 209	"Cultural Anthropology: Cultural Growth and Change"
CHLA 202	"Introduction to Chicano/Latino Studies II"
CHN 260	"Chinese Culture"
EC 216	"Labor Markets; Economics of Gender, Race, and Work"
EC 285	"Introduction to Political Economy"
EC 242	"Modern China & Its Neighbors"
ENG 207	"World Literature -- Asian (India)"
ENG 208	"World Literature -- Asian (China)"
ENG 209	"World Literature -- Asian (Japan)"
ENG 213	"Latin American Literature"
ENG 222	"Images of Women in Literature"
ENG 237	"American Working Class Literature"
ENG 240	"Introduction to Native American Literatures"
ENG 244	"Introduction to Asian-American Literature"
ENG 254	"American Literature from 1865"
ENG 258	"African American Literature"
ENG 260	"Introduction to Women Writers"
ESR 201	"Applied Environmental Studies: Science/Policy Considerations"
GEO 204	"Geography of Middle East"
GEO 250	"Geography of Africa"
HST 104	"History of the Middle East"
HST 105	"History of India and South Asia Region"
HST 106	"History of China"
HST 107	"History of Korea and Japan"
HST 203	"History of the United States III"
HST 205	"History of Women in the U.S.: 1877 to Present"
HST 218	"Native American Indian History"
HST 225	"History of Women, Sex, and the Family"
HST 270	"History of Mexico"
HST 271	"History of Central America and the Caribbean"
HST 276	"African American History III"
HST 279	"Russian History II"
HST 284	"History of Africa"
HST 285	"The Holocaust"
HUM 214	"Race and Racism"
JPN 260A	"Japanese Culture"
PS 201	"U.S. Government"
PS 202	"U.S. Public Policy & Democracy"
PS 241	"Modern India & Its Neighbors"
PS 242	"Modern China & Its Neighbors"
PS 297	"US Environmental Politics & Policies"
R 201	"Asian Religions"
SOC 206	"Social Problems"

SOC 213	"Diversity in the United States"
SOC 214A	"Illumination Project"
SOC 218	"Sociology of Gender"
SOC 219	"Religion & Culture: Social Dimensions"

PACS Category C (Global Level): Global Peace and Systems Change

*PS/SOC/EC 221 "Globalization and International Relations"	
ATH 208	"Cultural Anthropology: Cultures of the World"
ATH 214	"Human Environments: Ecological Aspects"
BA 203	"Introduction to International Business"
EC 230	"Contemporary World Economic Issues: International Economics"
ENG 215	"Literature of Genocide"
ENG 246	"Transnational Literature"
ENG 265	"International Political Poetry"
ENG 266	"Literature of War"
ESR 160	"Introduction to Environmental Systems"
ESR 171	"Environmental Science: Biological Perspectives"
ESR 172	"Environmental Science: Chemical Perspectives"
ESR 173	"Environmental Science: Geological Perspectives"
GEO 107	"Geography of the Developing World"
GEO 209	"Physical Geography": Weather and Climate"
GEO 230	"Geography of Race and Ethnic Conflict"
MUS 108	"Music Cultures of the World"
PHL 206	"Introduction to Environmental Ethics"
PS 204	"Comparative Political Systems"
PS 205	"Global Politics: Conflict and Cooperation"
PS 220	"U.S. Foreign Policy"
R210	"World Religions"
SOC 205	"Social Change in Societies"
SOC 215	"Social Issues and Movements"
SOC 228	"Introduction to Environmental Sociology"
WS 201	"Women of the World"
WS 202	"Women Working for Change: History, Theory and Practice"

Note: Other courses, or even sections of courses, may also be available for PACS Focus Award credit. Consult PACS Program Chair for up-to-date information.



**CERTIFICATE
REVISION REQUEST
FORM**

**Directions: Fill out completely and
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SECTION #1 OVERVIEW

Current Title:	Dietary Manager	Proposed Title:	Dietary Manager
Current Credits:	16	Proposed Credits:	17
Overview and rationale for proposed changes:	The current curriculum provides only 110 classroom hours; the Association of Nutrition and Food Professionals, the accrediting body, requires a minimum of 120 classroom hours for Dietary Manager Certificate program accreditation. Additionally, dietary management industry trends reflect a growing interest in and demand for professionals with local food production knowledge and skills. The proposed changes in this course would place PCC's Dietary Manager Certificate program at the forefront among national peer programs and address accreditation needs.		
List of specific changes being proposed which may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc. Use consistent words – Add, Remove, Increase, Decrease, Change	<ol style="list-style-type: none"> <u>Title change:</u> DM 105 course name from Food Safety: ServSafe to Food Safety & Local Food Production <u>Increase credit:</u> DM 105 from 1 to 2 <u>Increase certificate credit requirement from 16 to 17</u> <u>Revise Outcomes</u> 		
Are you adding or removing a course which is from another discipline? Consider this question for program prerequisites and required courses	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, have you communicated with the SAC or the dean? Are they aware of the financial and/or schedule impact of this change? Provide details of the conversation including who was contacted.	

SECTION #2 REVISION AREAS

Prerequisites			
Current Prerequisites	Does the revision involve changing certificate prerequisites?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Course Number	Course Title or Placement level		
Proposed Prerequisites			
Course Number	Course Title or Placement level		
Current Outcomes: Required whether or not outcomes are being changed.	Describe what we intend students to be able to do “out there” (in life roles: worker, family member, community citizen, global citizen, and life-long learner), as opposed to a classroom activity “in here”? Good outcomes statements will suggest context to indicate this “out there” and they will describe what students can DO with what they know. The committee will review the outcomes. For guidance on writing good outcome statements.	Does the revision involve changing certificate outcomes? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.			
Certificate Outcome		Core Outcome	
Students who complete this certificate should be able to:			
Apply processes and educate staff to ensure safe food handling principles from, purchasing, preparing, handling and storage to prevent food borne illness in the facility.		Professional Competence	
Evaluate, plan and execute menus that meet facility population needs that include patient preferences and ensure nutritional adequacy.		Professional Competence Cultural Awareness	
Screen and assess clients’ nutritional status and adjust menus for clients with special diets and evaluate the effectiveness of menu adjustments.		Professional Competence Critical Thinking and Problem Solving	
Manage a food service facility that delivers appropriate nutrition intervention therapy in a profit generating or financially prudent manner.		Professional Competence	

Recruit, train, evaluate and continually educate kitchen staff as to how to create a food service facility menu that meets nutritional adequacy and is safe from food borne pathogens.	Professional Competence
Professionally communicate facility and clients' needs with staff and other care providers to ensure an effective and efficient kitchen.	Professional Competence Communication
Revised Outcomes: Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.	
Certificate Outcome	Core Outcome
Students who complete this certificate should be able to:	
Apply processes and educate staff to ensure safe food handling principles from production , purchasing, preparing, handling and storage to prevent food borne illness in food service operations and related facilities.	Professional Competence; <u>Community & Environmental Responsibility</u>
Evaluate, plan and execute menus that meet facility population needs that include patient preferences and ensure nutritional adequacy.	Professional Competence Cultural Awareness
Screen clients' nutritional status, assist with adjusting menus for clients with special diets and evaluate the effectiveness of menu changes.	Professional Competence Critical Thinking and Problem Solving
Manage a food service facility that delivers appropriate nutrition intervention therapy in a profit-generating or financially prudent manner.	Professional Competence
Recruit, train, evaluate and continually educate kitchen staff as to how to create a food service facility menu that meets nutritional adequacy and is safe from food borne pathogens.	Professional Competence; Cultural Awareness
Professionally communicate facility and clients' needs with staff and other care providers to ensure an effective and efficient kitchen.	Professional Competence; Communication; Cultural Awareness
Related Instruction	
Does the revision involve changing or adding Related Instruction?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, a template for Related Instruction will need to be filled out. The template can be found at: http://www.pcc.edu/recources/academic/eac/degree/forms.html	
Additional Comments Or Changes	

SECTION #3 COURSE BY COURSE COMPARISON

List all courses (current AND proposed) in the order that they are distributed in the [catalog](#). If listed term by term then identify them in a term by term sequence on this form. If they identified within categories such as CORE, ELECTIVES, etc, then identify them as such.

If you are adding a course place it in the preferred term or category, identify such a course with (add) and bold the text in the line.

If you want to rearrange the order of courses within the term by term sequence do so on this form.

If you are removing a course identify the course with (remove) and bold the text.

If the course title is changed identify the course with (title change) and bold the text.

If the course credits have changed identify the course with (increase or decrease credit) and bold the text.

If you need more lines to accommodate the courses, right click and insert rows.

The information you provide on this form will be reflected in the PCC catalog pages and GRADplan. Please ensure it is correct.

Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
DM 105	Food Safety: ServSafe	1	DM 105	Food Safety: ServSafe & Local Food Production (increase credit and title change)	2
DM 119	Life Cycle Nutrition	3	DM 119	Life Cycle Nutrition	3
DM 129	Food Service & Personnel Management	4	DM 129	Food Service & Personnel Management	4
DM 130	Dietary Manager Field Experience I	3	DM 130	Dietary Manager Field Experience I	3
DM 139	Nutrition for Dietary Managers	3	DM 139	Nutrition for Dietary Managers	3
DM 140	Dietary Manager Field Experience II	2	DM 140	Dietary Manager Field Experience II	2
	Credit total	16		Credit total	17

SECTION #4 (Please contact the Curriculum Office for support in filling out this section)

Is this a Related Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a Career Pathway?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, what is the base degree?			Will the proposed change affect the Career Pathway or Related Certificate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, how?			
Is this a statewide certificate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If yes, has the change been approved by the consortium? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)			

Submitted by:	Kate Malone Kimmich
Email:	kate.malone@pcc.edu
Phone:	971-722-7802



NEW CERTIFICATE REQUEST FORM

Directions: Fill out completely and
return electronically to:
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SECTION # 1 OVERVIEW

Proposed Title:	Flux Cored Arc Welding certificate (FCAW)	Proposed Credits:	12
Reason for new certificate:	Student employability as well as responding to industry need for skilled welders. This is a career pathways certificate, as all courses fulfill requirements of the one year certificate and the AAS in welding.		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: This is a welding related certificate and there are no other welding areas of instruction.	Has certificate been validated by the Advisory Committee? X Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	No prerequisites required.	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.	X Yes <input type="checkbox"/> No
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PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
Be prepared for certification in the Flux Cored Arc Welding (FCAW) process	Professional Competence

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

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PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
WLD 141	Flux Cored Arc Welding (FCAW gas shield)	3
WLD 142	Flux Cored Arc Welding-pulse (FCAW self shield)	3
WLD 136 A	Beginning wire welding	3
WLD 136 B	Basic wire welding	3
Confirm total number of credits		Credit Total 12

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)				
Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requested implementation term:
<p align="center">Eligible Training Provider Application</p> <p>Complete the Eligible Training Provider application available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu</p> <p align="center">Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:</p> <p align="center">http://www.pcc.edu/resources/academic/eac/degree/forms.html</p> <p align="center">All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.</p>				
Submitted By:		Scott Judy		
Email:		sjudy@pcc.edu		

Next steps:

1. Save the completed New Certificate Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the New Certificate Signature Page Form and obtain the appropriate signatures.
3. Staple the signed New Certificate [Signature Page Form](#) to a hard copy of the New Certificate Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Downtown Center, DC – 4th floor via campus mail.



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SECTION # 1 OVERVIEW

Proposed Title:	Gas Metal Arc Welding certificate (GMAW)	Proposed Credits:	12
Reason for new certificate:	Student employability as well as responding to industry need for skilled welders. This is a career pathways certificate, as all courses fulfill requirements of the one year certificate and the AAS in welding.		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: This is a welding related certificate and there are no other welding areas of instruction.	Has certificate been validated by the Advisory Committee? X Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	No prerequisites required.	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.	X Yes <input type="checkbox"/> No
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PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
Be prepared for certification in the Gas Metal Arc Welding (GMAW) process	Professional Competence

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

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PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
WLD 131	Gas Metal Arc Welding (GMAW)	3
WLD 132	Gas Metal Arc Welding-pulse (GMAW-P)	3
WLD 136 A	Beginning wire welding	3
WLD 136 B	Advanced wire welding	3
Confirm total number of credits		Credit Total 12

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)				
Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requested implementation term :
<p align="center">Eligible Training Provider Application</p> <p>Complete the Eligible Training Provider application available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu</p> <p align="center">Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:</p> <p align="center">http://www.pcc.edu/resources/academic/eac/degree/forms.html</p> <p align="center">All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.</p>				
Submitted By:		Scott Judy		
Email:		sjudy@pcc.edu		

Next steps:

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SECTION # 1 OVERVIEW

Proposed Title:	Gas Tungsten Arc Welding Certificate (GTAW)		Proposed Credits:	15
Reason for new certificate:	Student employability as well as responding to industry need for skilled welders. This is a career pathways certificate, as all courses fulfill requirements of the one year certificate and the AAS in welding.			
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: This is a welding related certificate and there are no other welding areas of instruction.	Has certificate been validated by the Advisory Committee?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	No prerequisites required.	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
Be prepared for certification in the Gas Tungsten Arc Welding (GTAW) process	Professional Competence

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows are necessary for the material being submitted.

PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
WLD 221	Gas Tungsten Arc Welding Mild Steel	4
WLD 222	Gas Tungsten Arc Welding Aluminum	4
WLD 223	Gas Tungsten Arc Welding Stainless Steel	4
WLD 126 A	Beggining Gas Tungsten Arc Welding	3
	Confirm total number of credits	Credit Total 15

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)

Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requested implementation term :	
<p align="center">Eligible Training Provider Application</p> <p>Complete the Eligible Training Provider application available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu</p> <p align="center">Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:</p> <p align="center">http://www.pcc.edu/recourses/academic/eac/degree/forms.html</p> <p align="center">All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.</p>					
Submitted By:		Scott Judy			
Email:		sjudy@pcc.edu			

Next steps:

1. Save the completed New Certificate Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the New Certificate Signature Page Form and obtain the appropriate signatures.
3. Staple the signed New Certificate [Signature Page Form](#) to a hard copy of the New Certificate Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Downtown Center, DC – 4th floor via campus mail.



NEW CERTIFICATE REQUEST FORM

Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office DC – 4th floor

SECTION # 1 OVERVIEW

Proposed Title:	Shielded Metal Arc Welding Certificate (SMAW)		Proposed Credits:	15
Reason for new certificate:	Student employability as well as responding to industry need for skilled welders. This is a career pathways certificate, as all courses fulfill requirements of the one year certificate and the AAS in welding.			
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: This is a welding related certificate and there are no other welding areas of instruction.	Has certificate been validated by the Advisory Committee?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	No prerequisites required.	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
Be prepared for certification in the Shielded Metal Arc Welding (SMAW) process	Professional Competence

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows are necessary for the material being submitted.

PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
WLD 111	Shielded Metal Arc Welding (E 7024) & Oxy-Fuel cutting	4
WLD 112	Shielded Metal Arc Welding I (E 7018)	4
WLD 113	Shielded Metal Arc Welding II (E 7018)	4
WLD 151	Shielded Metal Arc Welding Certification practice (3-G, 4-G) Unlimited thickness mild steel	3
	Confirm total number of credits	Credit Total 15

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)

Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requested implementation term :	
<p align="center">Eligible Training Provider Application</p> <p>Complete the Eligible Training Provider application available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu</p> <p align="center">Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:</p> <p align="center">http://www.pcc.edu/resources/academic/eac/degree/forms.html</p> <p align="center">All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.</p>					
Submitted By:		Scott Judy			
Email:		sjudy@pcc.edu			



NEW CERTIFICATE REQUEST FORM

Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed
to:
Curriculum Office DC – 4th floor

SECTION # 1 OVERVIEW

Proposed Title:	Pipe Welding Certificate (GTAW/SMAW)	Proposed Credits:	12
Reason for new certificate:	Student employability as well as responding to industry need for skilled welders. This is a career pathways certificate, as all courses fulfill requirements of the one year certificate and the AAS in welding.		
Impact on other areas of instruction: Have you talked to other area SACs? If yes, who did you speak to and provide details.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain: This is a welding related certificate and there are no other welding areas of instruction.	Has certificate been validated by the Advisory Committee? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION # 2 PREREQUISITES AND OUTCOMES

PROPOSED PREREQUISITES

Course Number	Course Title or Placement level	Credits
	No prerequisites required.	

Is this a limited entry program? Students must apply, via the department for program entry. The program will not be listed on the drop down menu in PCC web admissions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---

PROPOSED OUTCOMES

Outcomes statements suggest context to indicate “out there” and they describe what students can DO with what they know. The committee members will review the outcomes. [For guidance on writing outcome](#) statements.

Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.

Certificate Outcome	Core Outcome
<i>Students who complete this certificate should be able to:</i>	
Be prepared for certification in the Pipe Welding (GTAW/SMAW) process	Professional Competence

SECTION # 3 COURSEWORK

List all courses in the order that you want them distributed in the [catalog](#). If you want them listed term by term then identify them in a term by term sequence on this form. If you want them identified as categories such as CORE, ELECTIVES, etc, then identify them as such.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct. You may add or delete rows are necessary for the material being submitted.

PROPOSED CERTIFICATE COURSEWORK

COURSE NUMBER	COURSE TITLE	CREDITS
WLD 256	Prep for pipe cert I	3
WLD 257	Prep for pipe cert II	3
WLD 146 A	Beginning pipe welding	3
WLD 146 B	Basic pipe welding	3
Confirm total number of credits		Credit Total 12

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)				
Is this a Statewide Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the certificate been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Requested implementation term :
<p align="center">Eligible Training Provider Application</p> <p>Complete the Eligible Training Provider application available on the Curriculum Office forms page. The value of being listed on the ETP list is that students who have Workforce Investment Act (WIA) funds may use the funds for their tuition. Return completed form to DAC@pcc.edu</p> <p align="center">Certificates 45 credits or more require related instruction. Fill out a Template for Related Instruction located at:</p> <p align="center">http://www.pcc.edu/resources/academic/eac/degree/forms.html</p> <p align="center">All courses identified as fulfilling the embedded related instruction requirement must have been reviewed and recommended by the Curriculum Committee and the details outlined on the CCOG.</p>				
Submitted By:		Scott Judy		
Email:		sjudy@pcc.edu		

1. cert



ASSOCIATE OF APPLIED SCIENCE DEGREE REVISION REQUEST FORM

Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed to:
Curriculum Office DC / 4th floor

SECTION # 1 OVERVIEW

Current Title:	Multimedia AAS Degree	Proposed Title:	Multimedia AAS Degree
Current Credits:	97	Proposed Credits:	97
Overview and rationale for proposed changes:	Remove 3 required multimedia credits, allowing student to choose 3 multimedia elective credits.		
List of specific changes being proposed (i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes, etc). Use simple text such as Add, Remove, Change, Revise to inform the reader of the changes desired.	1. Remove MM231 from the required multimedia 2. Add 3 credits to the elective list.		
Are you adding or removing a course which is from another discipline? Consider this question for program prerequisites and required courses	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, have you communicated with the SAC or the dean? Are they aware of the financial and/or schedule impact of this change? Provide details of the conversation including who was contacted.	

SECTION # 2 PREREQUISITES AND OUTCOMES

All degree/certificate outcomes will be reviewed by the committee regardless of whether or not outcomes have changed.

Current Prerequisites	Does the revision involve changing degree prerequisites?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Course Number	Course Title or Placement level	
Proposed Prerequisites		
Course Number	Course Title or Placement level	
Current Outcomes: Required whether or not outcomes are being changed.	Describe what we intend students to be able to do “out there” (in life roles: worker, family member, community citizen, global citizen, and life-long learner), as opposed to a classroom activity “in here”? Good outcomes statements will suggest context to indicate this “out there” and they will describe what students can DO with what they know. The committee will review the outcomes. For guidance on writing good outcome statements.	Does the revision involve changing degree outcomes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.		
Degree Outcome		Core Outcome
<i>Students who complete this degree should be able to:</i>		
<ul style="list-style-type: none"> Plan, research, design, write, create, evaluate and revise context-appropriate interactive multimedia presentations and projects using a variety of methods and industry-standard tools. 	Communication Professional Competence Cultural Awareness Community and Environmental Responsibility	
<ul style="list-style-type: none"> Apply basic elements and principles of design to multimedia projects. 	Communication Professional Competence	
<ul style="list-style-type: none"> Prepare and present a multimedia portfolio containing hard copy and electronic media that demonstrates multimedia and problem-solving skills and includes designing a personal marketing plan based on analysis of employment availability and 	Critical Thinking and Problem Solving	

trends in the multimedia industry.	Professional Competence
<ul style="list-style-type: none"> Create and edit media elements using industry standard software, optimized for quality, file size, and file format for delivery over appropriate media and use programming/scripting languages, to develop, enhance, and extend the features of multimedia projects. 	Communication Critical Thinking and Problem Solving Professional Competence
<ul style="list-style-type: none"> Work effectively in group- and team-based multimedia project environments. 	Communication Self-Reflection Critical Thinking and Problem Solving Cultural Awareness Community and Environmental Responsibility Professional Competence
<ul style="list-style-type: none"> Apply the essential features of project management: scheduling, estimating, marketing, prototyping, budgeting, testing and QA, determining specifications, and developing proposals. 	Professional Competence Critical Thinking and Problem Solving Communication
<ul style="list-style-type: none"> Manage business aspects of multimedia production. 	Communication Community and Environmental Responsibility Critical Thinking and Problem Solving Professional Competence Self-Reflection

<ul style="list-style-type: none"> Transfer to a college or university for upper level studies in multimedia. 	Communication Community and Environmental Responsibility Critical Thinking and Problem Solving Cultural Awareness Professional Competence Self-Reflection
Revised Outcomes: Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.	
Degree Outcome	Core Outcome
<i>Students who complete this degree should be able to: No Change</i>	

SECTION # 3 COURSE BY COURSE COMPARISON					
<p>List all courses (current AND proposed) in the order that they are distributed in the catalog. If listed term by term then identify them in a term by term sequence on this form. If they identified within categories such as CORE, ELECTIVES, etc, then identify them as such.</p> <p>If you are adding a course place it in the preferred term or category, identify such a course with (add) and bold the text in the line. If you want to rearrange the order of courses within the term by term sequence do so on this form. If you are removing a course identify the course with (remove) and bold the text. If the course title is changed identify the course with (title change) and bold the text. If the course credits have changed identify the course with (increase or decrease credit) and bold the text. If you need more lines to accommodate the courses, right click and insert rows.</p> <p>The information you provide on this form will be reflected in the PCC catalog pages and GRADplan. Please ensure it is correct.</p>					
CURRENT DEGREE INFORMATION			PROPOSED DEGREE INFORMATION		
COURSE NUMBER	COURSE TITLE	CREDITS	COURSE NUMBER	COURSE TITLE	CREDITS
	First Term			First Term	
*CS 160	Exploring Computer Science	4	*CS 160	Exploring Computer Science	4

MM110	Introduction to Multimedia	1	MM110	Introduction to Multimedia	1
MM120	Multimedia Design	2	MM120	Multimedia Design	2
MM130	Multimedia Graphics & Elements Production	3	MM130	Multimedia Graphics & Elements Production	3
MM140	Multimedia Authoring I	3	MM140	Multimedia Authoring I	3
	Second Term			Second Term	
MM150	Project Review, Testing & Delivery	1	MM150	Project Review, Testing & Delivery	1
MM160	Marketing yourself as a Multimedia Professional	2	MM160	Marketing yourself as a Multimedia Professional	2
MM230	Graphics for Multimedia	4	MM230	Graphics for Multimedia	4
MM231	Vector Graphics & Animations for the WWW (Remove)	3	MM235	Digital Video Editing	3
MM235	Digital Video Editing	3		Multimedia Program Electives (ADDED)	3
	Third Term			Third Term	
*ART 103	Introduction to Art	4	*ART 103	Introduction to Art	4
BA 131	Computers in Business	4	BA 131	Computers in Business	4
MM220	MM Design II- Designing for Interactivity	3	MM220	MM Design II- Designing for Interactivity	3
MM232	Multimedia 3D Modeling & Animation	3	MM232	Multimedia 3D Modeling & Animation	3
	Fourth Term			Fourth Term	
BA 205	Solving Communications Problems with Technology	4	BA 205	Solving Communications Problems with Technology	4
COMM 130	Business & Professional Speech Communication	4	COMM 130	Business & Professional Speech Communication	4
MM270	Writing for Multimedia (prereqs needed)	3	MM270	Writing for Multimedia (prereqs needed)	3
	Multimedia Program Electives	3		Multimedia Program Electives	3
	Fifth Term			Fifth Term	
*ART 131	Introduction to Drawing	3	*ART 131	Introduction to Drawing	3
*ART 115	Basic Design	3	*ART 115	Basic Design	3
	MM elective	8		MM elective	8
	Sixth Term			Sixth Term	
*ART 116	Basic Design	3	*ART 116	Basic Design	3
WR 122	English Composition	4	WR 122	English Composition	4
	MM elective	4		MM elective	4
	Gen Ed	4		Gen Ed	4
	Seventh Term			Seventh Term	
*ART 117	Basic Design	3	*ART 117	Basic Design	3
*MTH 105	Explorations in Mathematics	4	*MTH 105	Explorations in Mathematics	4
	Gen Ed	4		Gen Ed	4

	Eighth Term			Eighth Term	
MM250	Advance Multimedia Project	3	MM250	Advance Multimedia Project	3
	Multimedia elective list:			Multimedia elective list:	
MM141	Incorporating Multimedia Elements in Presentation Software	2	MM141	Incorporating Multimedia Elements in Presentation Software	2
MM146	Directing actors for video	4	MM146	Directing actors for video	4
MM233	3D Character Model & Animation	3	MM231	Vector Graphics & Animations for the WWW (ADDED)	3
MM234	3 D for the World Wide Web	3	MM233	3D Character Model & Animation	3
MM236	Deliver Digit Video/Audio File	3	MM234	3 D for the World Wide Web	3
MM237	Video Compositing and Effects	4	MM236	Deliver Digit Video/Audio File	3
MM238	Creating Professional DVD-Video	4	MM237	Video Compositing and Effects	4
MM239	Digital Video Edit/Post Production II	4	MM238	Creating Professional DVD-Video	4
MM240	MM Authoring II-Scripting	4	MM239	Digital Video Edit/Post Production II	4
MM241	MM Authoring III - Scripting	4	MM240	MM Authoring II-Scripting	4
MM244	Creating Interactive Web Pages	3	MM241	MM Authoring III - Scripting	4
MM245	Internet Delivery Methods	3	MM244	Creating Interactive Web Pages	3
MM246	Post Production Sound for Video	2	MM245	Internet Delivery Methods	3
MM247	Field sound for video	2	MM246	Post Production Sound for Video	2
MM251	Adv MM Project Development II	3	MM247	Field sound for video	2
MM252	Adv MM Project Development III	3	MM251	Adv MM Project Development II	3
MM253	Intermediate Modeling and Texturing	3	MM252	Adv MM Project Development III	3
MM254	Character Rigging and Animation	3	MM253	Intermediate Modeling and Texturing	3
MM255	3D Lighting and Texturing	3	MM254	Character Rigging and Animation	3
MM256	Graphics for Multimedia II	4	MM255	3D Lighting and Texturing	3
MM258	Video Compositing and Effects II	4	MM256	Graphics for Multimedia II	4
MM259	Screenwriting/Pre-Prod	4	MM258	Video Compositing and Effects II	4
MM260	Video Production I	4	MM259	Screenwriting/Pre-Prod	4
MM261	Video Production II	4	MM260	Video Production I	4
MM262	Video Production III	4	MM261	Video Production II	4
MM280	CE: Work Experienc/Multimedia	1-3	MM262	Video Production III	4
			MM280	CE: Work Experienc/Multimedia	1-3
	Credit Total	97		Credit Total	97
SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)					

Is this a statewide degree?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the change been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is this a degree option?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of the base degree:	
Are there any career pathway(s) or related certificates attached to this degree?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of career pathway(s) or related certificate	
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)			Summer/Fall 2014

Submitted By:	Beth Fitzgerald
Email:	efitzger@pcc.edu

Next steps:

1. Save the completed Associate of Applied Science Revision Request Form and submit as an e-mail attachment to dac@pcc.edu.
2. Download and print the Associate of Applied Science Revision Signature Page Form and obtain the appropriate signatures.
3. Staple the signed Associate of Applied Science Signature Page Form to a hard copy of the Associate of Applied Science Revision Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Downtown Center, DC - 4th floor via campus mail.



**CERTIFICATE
REVISION REQUEST
FORM**

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Curriculum Office DC 4th floor

SECTION #1 OVERVIEW

Current Title:	Multimedia Certificate	Proposed Title:	
Current Credits:	60 credits	Proposed Credits:	
Overview and rationale for proposed changes:	We propose to replace the required course of MM231 with MM250 for assessment purposes. Also move MM231 to the MM elective list.		
List of specific changes being proposed i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc.	<ol style="list-style-type: none"> 1. Remove: MM231 from required courses. 2. Add: MM250 as a requirement. 3. Add: MM231 to the MM program elective list. 		

SECTION #2 REVISION AREAS

Prerequisites

Current Prerequisites	Does the revision involve changing certificate prerequisites?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Course Number	Course Title or Placement level		

Proposed Prerequisites		
Course Number	Course Title or Placement level	
Current Outcomes: Required whether or not outcomes are being changed.	Describe what we intend students to be able to do “out there” (in life roles: worker, family member, community citizen, global citizen, and life-long learner), as opposed to a classroom activity “in here”? Good outcomes statements will suggest context to indicate this “out there” and they will describe what students can DO with what they know. The committee will review the outcomes. For guidance on writing good outcome statements.	Does the revision involve changing certificate outcomes? <input type="checkbox"/> Yes X <input type="checkbox"/> No
Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.		
Certificate Outcome		Core Outcome
Students who complete this certificate should be able to:		
<ul style="list-style-type: none"> Plan, research, design, write, create, evaluate and revise context-appropriate interactive multimedia presentations and projects using a variety of methods and industry-standard tools. 		Communication Professional Competence Cultural Awareness Community and Environmental Responsibility
<ul style="list-style-type: none"> Apply basic elements and principles of design to multimedia projects. 		Communication Professional Competence
<ul style="list-style-type: none"> Prepare and present a multimedia portfolio containing hard copy and electronic media that demonstrates multimedia and problem-solving skills and includes a design a personal marketing plan based on analysis of employment availability and trends in the multimedia industry. 		Critical Thinking and Problem Solving Professional Competence
<ul style="list-style-type: none"> Create and edit media elements using industry standard software, optimized for quality, file size, and file format for delivery over appropriate media and use programming/scripting languages, to develop, enhance, and extend the features of multimedia projects. 		Communication Critical Thinking and Problem Solving

	Professional Competence
<ul style="list-style-type: none"> Work effectively in group- and team-based multimedia project environments. 	Communication Self-Reflection Critical Thinking and Problem Solving Cultural Awareness Community and Environmental Responsibility Professional Competence
<ul style="list-style-type: none"> Apply the essential features of project management: scheduling, estimating, marketing, prototyping, budgeting, testing and QA, determining specifications, and developing proposals. 	Professional Competence Critical Thinking and Problem Solving Communication
<ul style="list-style-type: none"> Develop a focused skill-set in a specialty area of multimedia, i.e., instructional design, writing, project management, graphic production, video production, audio production, 3D environments and animation, programming. 	Communication Critical Thinking and Problem Solving Professional Competence Self-Reflection
Revised Outcomes: Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.	
Certificate Outcome	Core Outcome
Students who complete this certificate should be able to:	

Related Instruction	
Does the revision involve changing or adding Related Instruction?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, a template for Related Instruction will need to be filled out. The template can be found at: (http://www.pcc.edu/resources/academic/eac/degree/forms.html)	
Additional Comments Or Changes	

SECTION #3 COURSE BY COURSE COMPARISON

List all courses (current AND proposed) in the order that they are distributed in the [catalog](#). If listed term by term then identify them in a term by term sequence on this form. If they identified within categories such as CORE, ELECTIVES, etc, then identify them as such. If you are adding a course place it in the preferred term or category on this form. If you want to rearrange the order of courses within the term by term sequence do so on this form.

The information you provide on this form will be reflected in the PCC catalog pages. Please ensure it is correct.

Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
First Term			First Term		
MM110	Intro to Multimedia	1	MM110	Intro to Multimedia	1
MM120	Multimedia Design	2	MM120	Multimedia Design	2
MM130	Multimedia Graphics and Elements Production	3	MM130	Multimedia Graphics and Elements Production	3
MM140	Multimedia Authoring I	3	MM140	Multimedia Authoring I	3
CAS111d	Website creation – Dreamweaver	3	CAS111d	Website creation – Dreamweaver	3

CAS175	Introduction to Flash	3			
Second Term			Second Term		
MM230	Graphics for Multimedia	4	MM230	Graphics for Multimedia	4
MM231	Vector Graphics and Animations for the World Wide Web (REMOVED)	3	MM235	Digital Video Editing and Production	3
MM235	Digital Video Editing and Production	3	MM150	Project Review, Testing, and Delivery	1
			MM160	Marketing Yourself as a Multimedia Professional	2
			CAS175	Introduction to Flash	3
Third Term			Third Term		
MM150	Project Review, Testing, and Delivery	1	MM270	Writing for Multimedia	3
MM270	Writing for Multimedia	3	MM Program Elective		8
MM Program Elective		8	MM Support Elective		3
MM Support Elective		3			
Fourth Term				Fourth Term	
MM160	Marketing Yourself as a Multimedia Professional	2	MM250	Advanced Multimedia Project Development I (ADD)	3
MM Program Elective		8	MM Program Elective		8
MM Support Elective		6	MM Support Elective		6
	Multimedia elective list			Multimedia Elective List	
MM141	Taking Presentations to the Next Level	2	MM141	Taking Presentations to the Next Level	2
MM220	Multimedia Design II Designing for Interactivity	3	MM220	Multimedia Design II Designing for Interactivity	3
MM232	Multimedia 3D Modeling and Animation	3	MM232	Multimedia 3D Modeling and Animation	3
MM233	Character Modeling and Animation	3	MM233	Character Modeling and Animation	3
MM234	3D for the World Wide Web	3	MM234	3D for the World Wide Web	3
MM236	Internet Delivery of Digital Video and Audio Files	3	MM236	Internet Delivery of Digital Video and Audio Files	3
MM237	Video Compositing and Effects	4	MM237	Video Compositing and Effects	4
MM238	Creating Professional DVDs	4	MM238	Creating Professional DVDs	4
MM244	Creating Interactive Web Pages	3	MM240	Multimedia Authoring II	4
MM245	Internet Delivery of Interactive Multimedia	3	MM241	Multimedia Authoring III – Scripting	4
MM250	Advanced Multimedia Project Development I	3	MM244	Creating Interactive Web Pages	3

MM251	Advanced Multimedia Project Development II	3	MM245	Internet Delivery of Interactive Multimedia	3
MM252	Advanced Multimedia Project Development III	3	MM231	Vector Graphics and Animations for the World Wide Web (ADDED)	3
MM280	Cooperative Work Experience in Multimedia	1 to 3	MM251	Advanced Multimedia Project Development II	3
MM260	Multimedia Video Production I	4	MM252	Advanced Multimedia Project Development III	3
MM261	Multimedia Video Production II	4	MM280	Cooperative Work Experience in Multimedia	1 to 3
MM262	Multimedia Video Production II	4	MM260	Multimedia Video Production I	4
MM253	Intermediate Modeling and Texturing	3	MM261	Multimedia Video Production II	4
MM254	Character Rigging and Animation	3	MM262	Multimedia Video Production II	4
MM246	Post-Production Sound for Video	2	MM253	Intermediate Modeling and Texturing	3
MM255	3D Lighting and Texturing	3	MM254	Character Rigging and Animation	3
MM256	Graphics for Multimedia II	3	MM246	Post-Production Sound for Video	2
				3D Lighting and Texturing	
			MM255		3
			MM256	Graphics for Multimedia II	3
	Multimedia Support Electives			Multimedia Support Electives	
ART 115	Basic Design	3	ART 115	Basic Design	3
ART 116	Basic Design	3	ART 116	Basic Design	3
ART 117	Basic Design	3	ART 117	Basic Design	3
ART 221	Computer Graphics in Arts I	4	ART 221	Computer Graphics in Arts I	4
ART 221A	Computer Graphics in Arts I	2	ART 221A	Computer Graphics in Arts I	2
ART 224	Computer Graphics in Arts II	4	ART 224	Computer Graphics in Arts II	4
ART 293	Sculpture	3	ART 293	Sculpture	3
BA 101	Introduction to Business	4	BA 101	Introduction to Business	4
BA 205	Solving Communications Problems with Technology	4	BA 205	Solving Communications Problems with Technology	4
BA 207	Introduction to E-Commerce	4	BA 207	Introduction to E-Commerce	4
CAS 106	Introduction to HTML	1	CAS 106	Introduction to HTML	1
CAS 109	Beginning Power Point	1	CAS 109	Beginning Power Point	1
CAS 110	Introduction to Web Graphics	1	CAS 110	Introduction to Web Graphics	1
CAS 111D	Beginning Web Site Creation: Dreamweaver	3	CAS 111D	Beginning Web Site Creation: Dreamweaver	3
CAS 112	Intermediate Web Site Creation	3	CAS 112	Intermediate Web Site Creation	3
CAS 113	Enhancing Web Pages with Java Script	3	CAS 113	Enhancing Web Pages with Java Script	3
CAS 175	Introduction to Flash	3	CAS 175	Introduction to Flash	3
CAS 206	Introduction to HTML	3	CAS 206	Introduction to HTML	3
CAS 230	Desktop Publishing: Pagemaker WIN	3	CAS 230	Desktop Publishing: Pagemaker WIN	3
CIS 122	Software Design	4	CIS 122	Software Design	4
CIS	any 133, 233, or 234 series classes	4	CIS	any 133, 233, or 234 series classes	4
CIS 178	Introduction to the Internet	4	CIS 178	Introduction to the Internet	4
DRF 122	Isometric Illustration	3	DRF 122	Isometric Illustration	3
DRF 124	Exploded Isometric Illustration	3	DRF 124	Exploded Isometric Illustration	3

DRF 126	Introduction to AutoCAD	3	DRF 126	Introduction to AutoCAD	3
DRF 136	Intermediate AutoCAD	3	DRF 136	Intermediate AutoCAD	3
DRF 246	AutoCAD 3-D and Solid Modeling	3	DRF 246	AutoCAD 3-D and Solid Modeling	3
DRF 256	Advanced AutoCAD	3	DRF 256	Advanced AutoCAD	3
ED 103	Desktop Publishing for Educators	3	ED 103	Desktop Publishing for Educators	3
ED 104	Multimedia for Educators	3	ED 104	Multimedia for Educators	3
ED 171	Computers in Education II-Introduction to the Internet	3	ED 171	Computers in Education II-Introduction to the Internet	3
GD114	Designing with Type I	3	GD114	Designing with Type I	3
GD 115	Designing with Type II	3	GD 115	Designing with Type II	3
GD	any 120 or 220 series classes	3	GD	any 120 or 220 series classes	3
GD 240	Adobe Illustrator Design	3	GD 240	Adobe Illustrator Design	3
GD 241	Adobe Photoshop Design	3	GD 241	Adobe Photoshop Design	3
GD 242	Combined Graphic Programs	3	GD 242	Combined Graphic Programs	3
GD 249	Design Studio	3	GD 249	Design Studio	3
IVP	any Video Production Internship courses	9	IVP	any Video Production Internship courses	9
MUS 123	Electronic Media I	2	MUS 123	Electronic Media I	2
MUS 124	Electronic Media II	2	MUS 124	Electronic Media II	2
MUS 125	Electronic Media III	2	MUS 125	Electronic Media III	2
MUS222	Introductin to Studio Recording	2	MUS222	Introductin to Studio Recording	2
MUS 223	Studio Recording I	3	MUS 223	Studio Recording I	3
MUS 224	Studio Recording II	3	MUS 224	Studio Recording II	3
MUS 225	Studio Recording III	3	MUS 225	Studio Recording III	3
MUS 226	Digital Recording 1	3	MUS 226	Digital Recording 1	3
MUS 227	Digital Recording 2	3	MUS 227	Digital Recording 2	3
MUS 228	Digital Recording 3	3	MUS 228	Digital Recording 3	3
PT 136	Electronic Layout - PageMaker	3	PT 136	Electronic Layout - PageMaker	3
PT 150	Electronic Prepress - Prep for Print	6	PT 150	Electronic Prepress - Prep for Print	6
PT 152	Electronic Prepress - Photoshop	6	PT 152	Electronic Prepress - Photoshop	6
PT 154	Electronic Prepress - QuarkXPress	6	PT 154	Electronic Prepress - QuarkXPress	6
WR 227	Technical Writing I	3	WR 227	Technical Writing I	3
WR 9599	Professional Editing	3	WR 9599	Professional Editing	3
WR 9600	Technical and Professional Writing II	3	WR 9600	Technical and Professional Writing II	3
WR 9601	Graphics for Technical and Professional Writers	3	WR 9601	Graphics for Technical and Professional Writers	3
	Credit total	60		Credit total	60

SECTION #4 (Please contact the Curriculum Office for support in filling out this section)

Is this a Related Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a Career Pathway?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, what is the base degree?		Will the proposed change affect the Career Pathway or Related Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, how?			
Is this a statewide certificate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		If yes, has the change been approved by the consortium? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)			

Submitted by:	Beth Fitzgerald
Email:	efitzger@pcc.edu
Phone:	9971-722-5672

Next steps:

1. Save the completed Certificate Revision Request Form and submit as an e-mail attachment to dac@pcc.edu
2. If needed, attach the Related Instruction Form to the same e-mail.
3. Download and print the Associate of Applied Science/Certificate Revision Signature Page Form and obtain the appropriate signatures.
4. Staple the signed Associate of Applied Science/Certificate Revision Signature Page Form to a hard copy of the Certificate Revision Request Form (electronic version has already been sent in step one). Send both forms to Curriculum Office, Downtown Center DC 4th floor via campus mail.



CERTIFICATE REVISION REQUEST FORM

Directions: Fill out completely and
return electronically to:
dac@pcc.edu

Signature pages should be intercampus mailed to:
Curriculum Office DC 4th floor

SECTION #1 OVERVIEW

Current Title:	Less than One-Year Certificate: Video Production	Proposed Title:	
Current Credits:	44 credits	Proposed Credits:	
Overview and rationale for proposed changes:	We propose to re-distribute the required 44 credits so that students can specialize more in different areas of video production media.		
List of specific changes being proposed which may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes etc. Use consistent words – Add, Remove, Increase, Decrease, Change	<ol style="list-style-type: none"> 1. Remove MM 238 from the required courses 2. Increase MM program elective requirements from 9 to 13 3. Add: MM 238 to the MM program elective list 		
Are you adding or removing a course which is from another discipline? Consider this question for program prerequisites and required courses	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, have you communicated with the SAC or the dean? Are they aware of the financial and/or schedule impact of this change? Provide details of the conversation including who was contacted.	

SECTION #2 REVISION AREAS

Prerequisites			
Current Prerequisites	Does the revision involve changing certificate prerequisites?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Course Number	Course Title or Placement level		
Proposed Prerequisites			
Course Number	Course Title or Placement level		
Current Outcomes: Required whether or not outcomes are being changed.	Describe what we intend students to be able to do “out there” (in life roles: worker, family member, community citizen, global citizen, and life-long learner), as opposed to a classroom activity “in here”? Good outcomes statements will suggest context to indicate this “out there” and they will describe what students can DO with what they know. The committee will review the outcomes. For guidance on writing good outcome statements.	Does the revision involve changing certificate outcomes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Identify which certificate outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the certificate outcomes.			
Certificate Outcome			Core Outcome
Students who complete this certificate should be able to:			
• Set-up and operate studio, and field video, and audio recording equipment.			
• Set-up and operate lighting equipment.			
• Produce and direct video projects with specific communication goals to targeted audiences.			
• Manage a video production including budgets, timelines, personnel, and location variables.			
• Edit video and audio content for various modes of delivery.			
• Analyze video scripts, assemble resources, and critically and creatively advise clients to meet their communication goals.			
• Plan, research, design, write and create video presentations using industry standard tools.			

List all courses (current AND proposed) in the order that they are distributed in the [catalog](#). If listed term by term then identify them in a term by term sequence on this form. If they identified within categories such as CORE, ELECTIVES, etc, then identify them as such.

If you are adding a course place it in the preferred term or category, identify such a course with (add) and bold the text in the line.

If you want to rearrange the order of courses within the term by term sequence do so on this form.

If you are removing a course identify the course with (remove) and bold the text.

If the course title is changed identify the course with (title change) and bold the text.

If the course credits have changed identify the course with (increase or decrease credit) and bold the text.

If you need more lines to accommodate the courses, right click and insert rows.

The information you provide on this form will be reflected in the PCC catalog pages and GRADplan. Please ensure it is correct.

Current Certificate Information			Proposed Certificate Information		
Course Number	Course Title	Credits	Course Number	Course Title	Credits
MM120	Multimedia Design	2	MM120	Multimedia Design	2
MM130	Multimedia Graphic Video and Audio Production	3	MM130	Multimedia Graphic Video and Audio Production	3
MM235	Digital Video Editing and Production	3	MM235	Digital Video Editing and Production	3
MM230	Graphics for Multimedia	4	MM230	Graphics for Multimedia	4
MM237	Video Compositing and Effects	4	MM237	Video Compositing and Effects	4
MM238	Creating Professional DVD-Video--REMOVE--	4	MM260	Video Production I	4
MM260	Video Production I	4	MM261	Video Production II	4
MM261	Video Production II	4	MM262	Video Production III	4
MM262	Video Production III	4	MM280	Cooperative Work Experience in Multimedia	3
MM280	Cooperative Work Experience in Multimedia	3		MM Production Certificate Electives	13
	MM Production Certificate Electives	9			
	Multimedia elective list			Multimedia elective list	
MM110	Intro to Multimedia	1	MM110	Intro to Multimedia	1
MM140	Multimedia Authoring I	3	MM140	Multimedia Authoring I	3
MM141	Taking Presentations to the Next Level	2	MM141	Taking Presentations to the Next Level	2
MM146	Directing Actors for Recording	4	MM146	Directing Actors for Recording	4
MM150	Project Review, Testing, and Delivery	1	MM150	Project Review, Testing, and Delivery	1
MM160	Marketing Yourself as a Multimedia Professional	2	MM160	Marketing Yourself as a Multimedia Professional	2
MM220	Multimedia Design II Designing for Interactivity	3	MM220	Multimedia Design II Designing for Interactivity	3
MM231	Vector Graphics and Animations for the World Wide Web	3	MM231	Vector Graphics and Animations for the World Wide Web	3

MM232	Multimedia 3D Modeling and Animation	3	MM232	Multimedia 3D Modeling and Animation	3
MM233	Character Modeling and Animation	3	MM233	Character Modeling and Animation	3
MM234	3D for the World Wide Web	3	MM234	3D for the World Wide Web	3
MM236	Internet Delivery of Digital Video and Audio Files	3	MM236	Internet Delivery of Digital Video and Audio Files	3
MM239	Digital Video Edit/PostProd II	4	MM238	Creating Professional DVDs (ADD)	4
MM240	Multimedia Authoring II	4	MM239	Digital Video Edit/PostProd II	4
MM241	Multimedia Authoring III – Scripting	4	MM240	Multimedia Authoring II	4
MM244	Creating Interactive Web Pages	3	MM241	Multimedia Authoring III – Scripting	4
MM245	Internet Delivery of Interactive Multimedia	3	MM244	Creating Interactive Web Pages	3
MM246	Post-Production Sound for Video	2	MM245	Internet Delivery of Interactive Multimedia	3
MM247	Field Sound for Video	2	MM246	Post-Production Sound for Video	2
MM250	Advanced Multimedia Project Development I	3	MM247	Field Sound for Video	2
MM251	Advanced Multimedia Project Development II	3	MM250	Advanced Multimedia Project Development I	3
MM252	Advanced Multimedia Project Development III	3	MM251	Advanced Multimedia Project Development II	3
MM253	Int Modeling and Texturing	3	MM252	Advanced Multimedia Project Development III	3
MM254	Character Rigging & Animation	3	MM253	Int Modeling and Texturing	3
MM255	3D Lighting and Texturing	3	MM254	Character Rigging & Animation	3
MM256	Graphics for Multimedia II	4	MM255	3D Lighting and Texturing	3
MM258	Video Comp & Effects II	4	MM256	Graphics for Multimedia II	4
MM259	Screenwriting/Preproduction	4	MM258	Video Comp & Effects II	4
MM260	Multimedia Video Production I	4	MM259	Screenwriting/Preproduction	4
MM261	Multimedia Video Production II	4	MM260	Multimedia Video Production I	4
MM262	Multimedia Video Production II	4	MM261	Multimedia Video Production II	4
MM280	Cooperative Work Experience in Multimedia	1 to 3	MM262	Multimedia Video Production II	4
			MM280	Cooperative Work Experience in Multimedia	1 to 3
	Credit total	44		Credit total	44

SECTION #4 (Please contact the Curriculum Office for support in filling out this section)			
Is this a Related Certificate?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is this a Career Pathway?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, what is the base degree?			Will the proposed change affect the Career Pathway or Related Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, how?			

Is this a statewide certificate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, has the change been approved by the consortium? <input type="checkbox"/> Yes <input type="checkbox"/> No
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)	Spring 2014

Submitted by:	Beth Fitzgerald
Email:	efitzger@pcc.edu
Phone:	971-722-5672



ASSOCIATE OF APPLIED SCIENCE DEGREE REVISION REQUEST FORM

Directions: Fill out completely and
return electronically to:
dac@pcc.edu
Signature pages should be intercampus mailed to:
Curriculum Office DC / 4th floor

SECTION # 1 OVERVIEW

Current Title:	Ophthalmic Medical Technology	Proposed Title:	Same
Current Credits:	91	Proposed Credits:	98
Overview and rationale for proposed changes:	Addition of a basic pharmacology course from Medical Professions department to enhance student comprehension of ocular pharmacology required the following term. Increase practicum hours to comply with national accreditation standards, increase seminar hours to prepare students for summer term practicum.		
List of specific changes being proposed (i.e. may include, addition or deletion of courses, title changes, credit changes, prerequisite changes, outcome changes, course changes, etc). Use simple text such as Add, Remove, Change, Revise to inform the reader of the changes desired.	<ol style="list-style-type: none"> 1. Add: MP 135 Pharmacology for Allied Health – 3 credit hours. 2. Increase credit: OMT 231 – from 1 credit hour to 2 credit hours. 3. Increase credit: OMT 122 – from 2 credit hours to 5 credit hours. 4. Move: MP 150 from term 2 to term 4. 5. Increase: total program credit hours from 91 cr. to 98 cr. 6. Revise: program prerequisites 7. delete: BI 122 and move to program prerequisite 		
Are you adding or removing a course which is from another discipline? Consider this question for program prerequisites and required courses	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, have you communicated with the SAC or the dean? Are they aware of the financial and/or schedule impact of this change? Provide details of the conversation including who was contacted.	Yes. Pharmacology for Allied Health developed in Medical Professions for all students interested in allied health careers. BI 122 becomes a pre-req. for program.

SECTION # 2 PREREQUISITES AND OUTCOMES

All degree/certificate outcomes will be reviewed by the committee regardless of whether or not outcomes have changed.

Current Prerequisites	Does the revision involve changing degree prerequisites?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Course Number	Course Title or Placement level	
BI 121	Human Anatomy & Physiology	Completion prior to program entry
WR 121	English Composition	Completion prior to program entry
Math 65	Introductory Algebra – Second term	Completion prior to program entry
MP 111	General Medical Terminology	Completion prior to program entry
Proposed Prerequisites		
Course Number	Course Title or Placement level	
MP 111	General Medical Terminology	Completion prior to program entry
BI 121	Human Anatomy & Physiology	Completion prior to program entry
BI 122	Human Anatomy & Physiology	Completion prior to program entry
WR 121	English Composition	Completion prior to program entry
Math 65	Introductory Algebra – second term	Completion prior to program entry
Current Outcomes: Required whether or not outcomes are being changed.	Describe what we intend students to be able to do “out there” (in life roles: worker, family member, community citizen, global citizen, and life-long learner), as opposed to a classroom activity “in here”? Good outcomes statements will suggest context to indicate this “out there” and they will describe what students can DO with what they know. The committee will review the outcomes. For guidance on writing good outcome statements.	Does the revision involve changing degree outcomes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.		
Degree Outcome		Core Outcome
<i>Students who complete this degree should be able to:</i>		
1. Provide appropriate and safe patient care commensurate with their medical competency		Critical Thinking Professional Competency Communication Self reflection
2. Utilize effective oral and written communication skills with patients and health care personnel.		Professional Competence Communication
3. Apply knowledge of anatomy, physiology, and pathology to performing diagnostic tests and procedures.		Professional Competency Critical Thinking
4. Exhibit professional and ethical behavior in the ophthalmic workplace.		Professional Competence Self-reflection Critical thinking
5. Expand one’s own career; adopting a model of lifelong learning and continuing education.		Professional Competence

	Self-reflection Community/Environmental responsibility
6. Prepared to take and pass national certification examination to become a Certified Ophthalmic Technician (COT).	Professional Competency Self-reflection Critical Thinking
Revised Outcomes: Identify which college AAS degree outcome aligns to individual core outcomes. It is possible that all core outcomes may not be address by the AAS degree outcomes.	
Degree Outcome	Core Outcome
<i>Students who complete this degree should be able to:</i>	
N/A (unchanged)	

SECTION # 3 COURSE BY COURSE COMPARISON					
<p>List all courses (current AND proposed) in the order that they are distributed in the catalog. If listed term by term then identify them in a term by term sequence on this form. If they identified within categories such as CORE, ELECTIVES, etc, then identify them as such.</p> <p>If you are adding a course place it in the preferred term or category, identify such a course with (add) and bold the text in the line. If you want to rearrange the order of courses within the term by term sequence do so on this form. If you are removing a course identify the course with (remove) and bold the text. If the course title is changed identify the course with (title change) and bold the text. If the course credits have changed identify the course with (increase or decrease credit) and bold the text. If you need more lines to accommodate the courses, right click and insert rows.</p> <p>The information you provide on this form will be reflected in the PCC catalog pages and GRADplan. Please ensure it is correct.</p>					
CURRENT DEGREE INFORMATION			PROPOSED DEGREE INFORMATION		
COURSE NUMBER	COURSE TITLE	CREDITS	COURSE NUMBER	COURSE TITLE	CREDITS
	First Term			First Term	

BI 122	Intro to A & P (remove)	4	MP 150	Intro to Elect. Health Records (move)	3
OMT 145	Clinical Optics I	2	OMT 145	Clinical Optics I	2
OMT 163	Ocular A & P	2	OMT 163	Ocular A & P	2
OMT 115	Intro to Ophthalmics	2	OMT 115	Intro to Ophthalmics	2
PSY 101	Psychology & Human Relations	4	PSY 101	Psychology & Human Relations	4
	Second Term			Second Term	
OMT 104	Ophthalmic Office Procedures	3	OMT 104	Ophthalmic Office Procedures	3
OMT 146	Clinical Optics II	2	OMT 146	Clinical Optics II	2
OMT 102	Pharmacology/Eye Disease I	2	OMT 102	Pharmacology/Eye Disease I	2
HE 113	First Aid/CPR	1	HE 113	First Aid/CPR	1
MP 150	Intro to Elec. Health Records	3	MP 135	Pharmacology for Allied Health (add)	3
	Third Term			Third Term	
MA 131	Intro to Medical Science	5	MA 131	Intro to Medical Science	5
OMT 103	Pharmacology/Eye Disease	2	OMT 103	Pharmacology/Eye Disease	2
OMT 147	Clinical Optics III	2	OMT 147	Clinical Optics III	2
OMT 231	Seminar I	1	OMT 231	Seminar I (inc. 1 cr. hr.)	2
OMT 121	Practicum I	1	OMT 121	Practicum I	1
OMT 106	Intro to Clinical Skills	3	OMT 106	Intro to Clinical Skills	3
	Fourth Term			Fourth Term	
OMT 122	Practicum II	2	OMT 122	Practicum II (inc. 3 cr. hr.)	5
	Fifth Term			Fifth Term	
OMT 209	Surgical Assisting	4	OMT 209	Surgical Assisting	4
OMT 206	Diagnostic Procedures I	4	OMT 206	Diagnostic Procedures I	4
OMT 232	Seminar II	2	OMT 232	Seminar II	2
OMT 222	Practicum Second Year	4	OMT 222	Practicum Second Year	4
	Sixth Term			Sixth Term	
OMT 250	Ophthalmic Imaging	3	OMT 250	Ophthalmic Imaging	3
OMT 207	Diagnostic Procedures II	4	OMT 207	Diagnostic Procedures II	4
OMT 232	Seminar II	2	OMT 232	Seminar II	2
OMT 208	Ocular Motility	2	OMT 208	Ocular Motility	2
OMT 222	Practicum Second Year	4	OMT 222	Practicum Second Year	4
	Seventh Term			Seventh Term	
OMT 210	Advanced Diagnostics	4	OMT 210	Advanced Diagnostics	4
MP 140	Health Law & Prof. Standards	3	MP 140	Health Law & Prof. Standards	3
OMT 232	Seminar II	2	OMT 232	Seminar II	2

OMT 222	Practicum Second Year	4	OMT 222	Practicum Second Year	4
	General Education Remaining	8		General Education Remaining	12
	Credit Total	91		Total	Credit 98

SECTION # 4 (Please contact the Curriculum Office for support in filling out this section if needed.)			
Is this a statewide degree?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Has the change been approved by the consortium?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is this a degree option?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of the base degree:	
Are there any career pathway(s) or related certificates attached to this degree?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, name of career pathway(s) or related certificate	
Requested Implementation Term (Please refer to Degree/Certificate timeline implementation guidelines)			

Submitted By:	Joanne M. Harris, BS, COT, Faculty Department Chair, Ophthalmic Medical Technology
Email:	jmharris@pcc.edu



CONSENT AGENDA FORM

This form maybe used instead
of coming to the Degree and
Certificate Meeting.


Directions: Fill out completely
and
return electronically to:
dac@pcc.edu


Consent Agenda form may be used for the
following:

1. Course title changes
2. Course number changes
3. Addition/Deletion of an elective
4. Change in the number of pass/no
pass credits other than the default
5. Degree or certificate title changes
6. Change to open admissions

Other changes need to come before the
Degree and Certificate Committee.

Submitted by:	Christina Friedle	Email: Christina.friedle@pcc.edu	Phone: 971-722-4072
Title of Degree/Certificate:	GIS Certificate	Requested Implementation Term:	Winter 2014
What type of change are you requesting?	<input type="checkbox"/> Course title change <input checked="" type="checkbox"/> Addition of an elective <input type="checkbox"/> Degree or certificate title change <input type="checkbox"/> Course number change <input type="checkbox"/> Deletion of an elective <input type="checkbox"/> Other		
Fill in the sections below as applicable. If a section is not applicable, fill in N/A.			
Current Course Title:	Geo 242:	Current Course Number:	GIS Programming
Electives List Title:	GIS certificate Electives		
Explanation of Other:			

		<h2 style="text-align: center;">CONSENT AGENDA FORM</h2> <p style="text-align: center;">This form maybe used instead of coming to the Degree and Certificate Meeting.</p> <p style="text-align: center;">Directions: Fill out completely and return electronically to: dac@pcc.edu</p>		<p>Consent Agenda form may be used for the following:</p> <ol style="list-style-type: none"> 1. Course title changes 2. Course number changes 3. Addition/Deletion of an elective 4. Change in the number of pass/no pass credits other than the default 5. Degree or certificate title changes 6. Change to open admissions <p>Other changes need to come before the Degree and Certificate Committee.</p>	
		<p>Submitted by: Robert Steele</p> <p>Email: rsteele@pcc.edu</p> <p>Phone: 7328</p>		<p>Title of Degree/Certificate: Building Construction Technology Design/Build</p> <p>Requested Implementation Term: Winter 2014</p>	
<p>What type of change are you requesting?</p>		<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Course title change <input checked="" type="checkbox"/> Addition of an elective <input type="checkbox"/> Degree or certificate title change </div> <div> <input type="checkbox"/> Course number change <input type="checkbox"/> Deletion of an elective <input type="checkbox"/> Other </div> </div>			
<p>Fill in the sections below as applicable. If a section is not applicable, fill in N/A.</p>					
<p>Course Title:</p>		<p>Business Principles for Design/Build</p>		<p>Course Number: BCT 202D</p>	
<p>Electives List Title:</p>		<p>Building Construction Technology Degree Electives</p>			
<p>Explanation of Other:</p>					

		<h2 style="text-align: center;">CONSENT AGENDA FORM</h2> <p style="text-align: center;">This form maybe used instead of coming to the Degree and Certificate Meeting.</p> <p style="text-align: center;">Directions: Fill out completely and return electronically to: dac@pcc.edu </p>		<p style="text-align: center;">Consent Agenda form may be used for the following:</p> <ol style="list-style-type: none"> 1. Course title changes 2. Course number changes 3. Addition/Deletion of an elective 4. Change in the number of pass/no pass credits other than the default 5. Degree or certificate title changes 6. Change to open admissions <p style="text-align: center;">Other changes need to come before the Degree and Certificate Committee.</p>			
Submitted by:		Elizabeth Brewster		Email: elizabeth.brewster1@pcc.edu		Phone: 971-722-7632	
Title of Degree/Certificate:		LAT AAS Degree		Requested Implementation Term:		ASAP	
What type of change are you requesting?		<input type="checkbox"/> Course title change <input checked="" type="checkbox"/> Addition of an elective <input type="checkbox"/> Degree or certificate title change		<input type="checkbox"/> Course number change <input type="checkbox"/> Deletion of an elective <input type="checkbox"/> Other			
Fill in the sections below as applicable. If a section is not applicable, fill in N/A.							
Course Title:		Landscape Construction Practices II			Course Number:		LAT 211
Electives List Title:		Landscape Technology AAS Degree Elective List					
Explanation of Other:							



CONSENT AGENDA FORM

This form may be used instead
of coming to the Degree and
Certificate Meeting.

Directions: Fill out completely
and
return electronically to:
dac@pcc.edu

Consent Agenda form may be used for the
following:

1. Course title changes
2. Course number changes
3. Addition/Deletion of an elective
4. Change in the number of pass/no
pass credits other than the default
5. Degree or certificate title changes
6. Change to open admissions

Other changes need to come before the
Degree and Certificate Committee.

Submitted by:	Michael Passalacqua	Email:mpassala@pcc.edu	Phone: x4820
Title of Degree/Certificate:	CIS AAS Degree	Requested Implementation Term:	Spring 2014
What type of change are you requesting?	<input type="checkbox"/> Course title change <input checked="" type="checkbox"/> Addition of an elective <input type="checkbox"/> Degree or certificate title change <input type="checkbox"/> Course number change <input type="checkbox"/> Deletion of an elective <input type="checkbox"/> Other		
Fill in the sections below as applicable. If a section is not applicable, fill in N/A.			
Course Title:	Introduction to C# Programming	Course Number	CIS 133C
Course Title:	Intermediate C# Programming	Course Number	CIS 233C
Course Title:	Advanced C# Programming	Course Number	CIS 234C
Electives List Title:	Computer Information Systems Programming Electives		
Explanation of Other:	N/A		